



**S.V.B.GOVERNMENT DEGREE COLLEGE  
KOILKUNTLA**  
**(Affiliated to Rayalaseema University, Kurnool,A.P.)**  
**Accredited by NAAC with "B++" Grade**



**GRIEVANCEREDRESSALPOLICY**

S.V.B Government Degree College has constituted a Grievance Redressal Committee to look into any grievance concerning students and staff. The Grievance Redressal Committee is empowered to look into matters of sexual harassment and eve teasing instances too. Any stakeholder with a genuine grievance may approach the Grievance Redressal Committee members in person, by phone or mail.

The objective of the Grievance Redressal Committee is to create a responsible and sensitive attitude among all the stakeholders. The Committee leaves no stone unturned to maintain a harmonious atmosphere in the College.

Grievances related to academic, administrative/infrastructural amenities, and day to day affairs are placed with the redressal cell. Matters related to staff such as service rules, disciplinary action against staff necessary report are submitted to the immediate authority who is the Regional Joint Director, Kadapa Region who further submits the matter to the Commissioner of Collegiate Education. The Commissioner is the final authority in redressing the grievances of the staff.

- Grievances related to students are sent to the Department in-Charges for redressal.
- If not resolved at that level the same is forwarded to grievance committee and brought to the notice of Principal and the issue is resolved.
- Grievances like attendance, revaluation, counting of marks, issues in marks memo and Hall Ticket related to examination are first taken up by the Controller of Examinations
- If they could not be redressed at that level, then they are forwarded to the principal
- If it could not be redressed at the level of Principal then it is placed in Staff Council and will be redressed by passing suitable resolutions

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- A grievance from the staff is brought to the notice of Staff Council and then to the grievance committee for redressal.
  - If not resolved at committee level, Principal will resolve it or else it is addressed to Regional Joint Director.
  - If the grievance is not addressed at RJD level it is resolved at Commissioner of Collegiate Education.

## **ANTIRAGGING POLICY**

As per the guidelines of the Act of 1956, which is modified as UGC regulations, on curbing the menace of ragging in higher Educational Institutions, 2009, establishment of Anti- Ragging Committee is made mandatory for Higher Education Institutions.

### **Objectives**

The Policy prohibits

- Any conduct by any student or students whether by words spoken or written or by act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- Indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or physiological harm
- Raising fear or apprehension thereof in any fresher or any other student.
- Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a scene of shame or embarrassment so as to adversely affect the fresher
- Any student, with or without intent to derive a sadistic pleasure or showing off power, exercising authority or superiority over any fresher or any other student.

### **Administrative action in the event of ragging**

- The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed here in under.
- The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in recommendations of the Anti-Ragging Squad.
- The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging squad, award to those found guilty, one or more of the following punishments, namely:
  - Suspension from attending classes and academic privileges, expulsion from the hostel.
  - Withholding/Withdrawal of scholarship and other benefits.

- Debarring from appearing in any test/examination or other evaluation process, Withholding results.
- Cancellation of admission.
- Debarring from representing the institution in any regional, national meet, tournament, youth festival etc.
- To make the students aware of ragging the institution takes a pro-active measure by disseminating the information.
- The rules book of the college and hand book of general information given to students at the time of admission clearly mentions the anti-ragging rules.
- Printed posters are placed in premises of college, canteen, administration block etc.
- During the inauguration of the first year students, freshers are instructed on the ill-effect of ragging or encourage ragging.
- Orientation programme also has a session on anti-ragging awareness during which the local inspector of police is invited to address.